

**EUCALYPTUS GROVE OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

**May 14, 2020 (6PM)
Meeting via Zoom.com
(Subject to Board's Approval)**

Board members present: Craig Nicholson, Chris Hall, Howard Lange, Colin Smith and Joe Mora

Homeowners present: none

Management: James Nguyen of Bartlein & Company, Inc.

Scribe: Matt Mora

Call to Order: Meeting called to order at 6:01PM

Approval of Prior Meeting (4/9/20) Minutes: Colin motioned to approve minutes. Howard seconded. Unanimously approved.

Treasurer's Report

	April 2020	YTD
Total Income	\$67,896.03	\$266,591.03
Op. Expenses	24,627.81	121,676.17
Reserve Expenditures	66,698.80	268,356.03
Total Expenditures	91,326.61	390,032.20
Transfer to Reserve	634.91	48,814.00
Trans from Op Reserve	-0-	14,148.00
Transfer to Reserve	27,204.33	108,817.32
Transfer from Reserve	50,000.00	190,000.00
Balance in Savings	\$ 2,537,016.22	
Due from Unit Owners	\$ 5,866.75	
Total Assets	\$ 2,547,882.97	

Operating Expenses are about 8%+ below on cash basis

Treasurer's Report unanimously accepted Chris moved to approve the Treasurers report and confirm the board has reviewed all financial information each month as required by Civil Code Section 5500 including but not limited to, the association's check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Associations bank accounts, and

has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures. Colin seconded. Unanimously approved.

Landscape: 7634 to 7636 re-landscaping of creek. Wind causing a lot of debris. Possible extra bat houses?

Vendors: Javier Jaramillo finished re tiling pool house, bathroom, do we move on to re tile showers? No at this time. Colin motioned to power wash showers and replace grout as needed. Joe seconded. Unanimously approved.

Old Business:

- a. Updating Governing Docs: Assigned new attorney. Board discussed rentals. Howard moved to tell attorney to allow 30% of units to be rentals, must have at least 12 month rental agreement and owner must occupy unit for at least the first year. No short term/ vacation rentals. Chris seconded Unanimous.
- b. 7632- Foundation work: cant enter units because of COVID 19
- c. Sidewalk repair/replacement Siding or dry rot repairs: In progress
- d. Carport fascias: Almost complete. Work tabled because of COVID 19
- e. Gym: Colin met with structural engineer, moving along with work
- f. #217- front of vehicle damaged: nothing, to remove from agenda.
- g. #107- sewer line under living room: owner out of the country.
- h. Violations from walk around: Colin will make google doc for violation reports.
- i. #219 Handicapped parking by car wash area: Robert to paint handicapped spot, Jose of Enviroscaping will install sign.
- j. Damaged fencing/perimeter: new chain link fence installed by Perimeter.
- k. Gutter Guard: Colin moved to install gutter guard on 7620 for \$1,240.00 by Action Roofing. Joe seconded. Unanimously approved.
- l. GWD to sealcoat asphalt by 7636 carport: to be done in September.

New Business

- a. Reopening facilities: Will comply with County Guidelines. Pool furniture removed. Colin motioned to keep pool area/gym closed and wait for now. Joe seconded. Unanimously approved.
- b. Ratification of tile replacement at pool cabana by Jaramillo's Tile: Chris moved to ratify payment of \$12,777.61. Colin seconded. Unanimous
- c. Ratification of repair and paint. Colin moved to ratify payment of wood work for \$22,469.78 and painting for \$8,900.00 to Affordable Painting. Chris seconded. Unanimously approved.

- d. Apparent unauthorized guest: Richard used to live in unit #311 was evicted from unit, was seen jumping pool fence and using facilities. Owner of 311 apparently had no idea he was in town much less in the complex. Has been warned that he is trespassing. Another guest of unit 347 was found camping in the parking lot. He was told to leave.
- e. Resolution re reserve account transfer to operating account: Electronically transfer of funds. Joe moved to approve resolution. Colin seconded. Unanimously approved.
- f. Colin motioned to put bathroom remodel of unit #219 to agenda. Seconded. Unanimously approved to be added to agenda. Owner has structural engineer note that wall is not weight bearing. Paper work is in order and no downstairs neighbors. Colin motioned to approve as requested. Joe seconded. Unanimously approved.
- g. Recording Liens: None

Next Meeting 6/11/20 at 6PM, at 7610 meeting room or Via Zoom.

Meeting adjourned at 7:45PM

Submitted by: Matt Mora